

~~SECRET~~PROPOSED T/O FOR THE ASSESSMENT AND EVALUATION BRANCH OF TRDI. Subject:

A proposed Table of Organization for the reorganized Assessment and Evaluation Branch, TRD, to satisfy the needs of CIA projected to 1 July 1951.

II. Preliminary Considerations:

The Assessment Staff of the Training Division of CIA was re-activated a little more than a year ago. They operated under a small authorized strength. On the third of November 1950 approval was given for the current Assessment Staff T/O, totaling 26 people, fourteen of whom were designated as psychologists. As of this date, six of the psychologists' positions are filled. One psychologist has been cleared and has accepted a position. One psychologist has agreed to come aboard but is awaiting clearance. Two psychologists have indicated interest in coming but personnel action and clearance have not been completed. Of the non-professional staff, there are three individuals who are awaiting clearance. It is apparent that we have not been able to fill our present authorized Table of Organization.

On 29 January 1951 the undersigned was designated as Acting Chief of the Assessment Staff. After a review of the current commitments, a perusal of the Management report dated 21 September 1950, and an analysis of the present organization, the situation can be briefly summarized. Much work has already been accomplished, there is a generally good reception to the service rendered the customer, and the morale of the Staff is excellent. On the other hand, there are some weaknesses in our present organization to be corrected, many present plans to be implemented, and other projects that at the present time can only be contemplated.

With the recognition that we have not been adequately able to satisfy the current needs of our organization, we approach the proposed increase of activities not without optimism but certainly with realism. The most pressing problem of our organization is to recruit and take aboard increasing numbers of psychologists.

In making the proposed plan presented below, we have assumed

- (1) that it would be necessary to assess three hundred people per month,
- (2) that the Covert Assessment Team would be continuously occupied,
- (3) that the Operational Team would be overseas, (4) that In-Service Training, including the Polygraph Training program would be in operation,
- (5) that the Research and Validation Section would be actively engaged, and (6) that the Training Evaluation Branch would be fulfilling its requirements. Should any of the above activities be curtailed, then it

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would be possible to assess three hundred people a month with a smaller staff than suggested. Further, should the proposed T/O be accepted, it is the feeling of the undersigned that only fifty per cent of the required personnel could be recruited before 1 July. In other words, it is felt that of the forty-four professional people required, twenty-two of them would be recruited, and of the thirty-six non-professional staff required, at least half of these would be recruited by 1 July. Many others would be in various stages of processing.

### III. Assessment and Evaluation Branch

#### 1. Mission

The mission of the Assessment and Evaluation Branch is to provide competent professional services in the fields of psychological assessment, psychological training evaluation, and psychological research to the various components of the Training Division, OSO, OPC, and other CIA installations and offices as directed by Chief, TRD.

#### 2. Functions

This branch will be responsible for the direction and supervision of the following sections: the Psychological Assessment Section, the Research and Validation Section, the Training Evaluation Section, and the Psychological In-Service Training Staff.

The branch will conduct liaison activities for purpose of accomplishing authorized objectives with all offices and sections within CIA and with psychological activities outside of the Agency with the direction and coordination of the Chief, TRD.

### IV. Psychological Assessment

#### 1. Mission

The mission of Psychological Assessment shall be to provide competent professional psychological assessments for such individuals as may be referred in accordance with established procedures.

#### 2. Functions

Under the administrative supervision of the Chief, Psychological Assessment Branch, this branch shall maintain a staff of professionally qualified psychologists and office personnel to carry out the mission as prescribed above. The Psychological Assessment Section will direct and coordinate (1) the semi-covert assessments referred to them

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according to established procedures, (2) covert assessment cases referred by established procedures, and (3) the Operational Assessment Team directly while in this country and through Chief, TRD, and such other personnel as designated when overseas.

V. Research and Validation

1. Mission

The Research and Validation Section will carry out studies and research as required by the needs and requirements of the Psychological Branch and for TRD, OPC, and OSO.

2. Functions

This section will conduct research (1) to determine the efficiency of assessment and evaluation, (2) to determine the validity of assessment and evaluation procedures, (3) to improve methods, techniques, and operations of assessment and evaluation, and (4) specific research projects dictated by the needs of this branch and other sections of CIA.

VI. Training Evaluation

1. Mission

The Evaluation Section will develop and supervise evaluation procedures for students in training within TRD.

2. Functions

This branch will be responsible for the improvement, reliability, validity, and efficiency of student evaluations. This branch will supervise and coordinate the following activities: the Quasi-Military Training Evaluation, the Staff Training Evaluation, the Covert Training Evaluation, and the Special Support activities.

VII In order to provide for the accomplishment of the above mission and functions of the Assessment and Evaluation Branch, the proposed Table of Organization is presented for consideration. In conjunction with this, graphic organizational charts are attached.

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